

exception to this rule would have to be approved by the Secretary through the Decision Document for the affected round. Necessary expenses incurred after the Secretarial approval, but prior to issuance of a notification of available funding are reimbursable.

There is more than one possible reimbursement mechanism. When a single task order is issued for the full amount available for the project, reimbursement may be made at the completion of the project. When agencies elect to utilize multiple task orders for larger or multi-year projects, reimbursement will be made upon completion of the end product/deliverable identified in each task order. In no case shall the receiving agency initiate a payment (IPAC transaction) prior to receiving notification that the NSO Division of Support Services has approved the reimbursement package for payment.

Virgin River MSHCP

Section 901 of the Clark County Conservation of Public Land and Natural Resources Act of 2002 (P.L. 107-282) amends the Mesquite Lands Act by providing that the proceeds of sale of certain land to the City of Mesquite to be used first to develop a multispecies habitat conservation plan for the Virgin River and only after that plan is complete for the other project categories identified in SNPLMA. The FWS U.S. Fish & Wildlife Service has been selected to take the lead on development of a MSHCP for the Virgin River. FWS is eligible to receive funding for projects to develop a Virgin River MSHCP, however, nominations for Secretarial approval are not required since Congress designated the Mesquite Land Sale funds for this purpose. Therefore, no ranking criteria are provided as part of the SNPLMA Implementation Agreement. FWS is, therefore, the agency to which the IGOs (item number one in the flow chart) or transfers are issued to make funds made available for this task. Thus, the process for the Virgin River MSHCP projects began when the FWS submitted the required documentation for an IGO.

XIII. SPECIAL ACCOUNTS RESERVES (SAR)

During each Round, the Secretary may be asked to approve a specific amount as a reserve for each special account. The primary purpose of the Special Accounts Reserves (SAR) is to fund unexpected shortfalls between estimated and actual costs for approved projects. SAR funds may also be requested to respond to safety issues that pose an imminent threat and require immediate remediation, and respond to unique opportunities or unanticipated circumstances that require fast action. (Such requests for new urgent or emergency projects require Secretary approval.) SAR funds are expended as directed by the Executive Committee during the Round in which they were approved. When a new Round is approved, any funds not yet allocated or obligated from the previous Round's SAR become part of the revenue available to fund the new Round as approved by the Secretary.

Requests to Cover Unexpected Shortfalls Between Estimated and Actual Costs

SAR requests shall be submitted in writing to the BLM – Las Vegas Field Office Division of SNPLMA Acquisition, Improvement, and Conservation Programs. Requests should include an

explanation of the circumstances leading to the shortfall, any efforts taken to minimize the shortfall or otherwise achieve cost savings, and the amount required to complete the acquisition or project as approved by the Secretary. Agencies/entities should complete and submit the IGO/Task Order Modification Request Form found in Appendix K along with a transmittal letter briefly summarizing the request. (See Section X “Request for Additional Funds from Special Account Reserve for details on request requirements.) The SNPLMA Division will review the request and, if necessary, consult with the agency/entity to provide additional information or clarification in order for Appendix K to be fully responsive. If the request is determined to be appropriate, fully responsive, and consistent with the SNPLMA policies and procedures, the SNPLMA Division will approve within their delegated authority or forward pertinent documentation to the Working Group for action or recommendation to the Executive Committee for their consideration and decision.

Requests for additional funds associated with work outside the scope of the original approved project will not be accepted. Additional funds for changes in scope (see Section X, “Requests for Change in Project Scope”) will be limited to those scope changes required to complete the project as originally described, not to increase the size, function, level of finish, etc. of a project.

Requests for Special Account Reserve Funds for a New Urgent or Emergency Project

Funds from the Special Accounts Reserves (SARs – SNPLMA and FLTFA) may also be requested to serve as a response to urgent safety issues that pose an imminent threat and require immediate remediation, and respond to unique opportunities or unanticipated circumstances that require fast action.

The SAR is not meant to circumvent the normal nomination and approval process. Federal agencies and local and regional governmental entities should recognize that new acquisitions and projects funded from the Special Accounts Reserves will not have received the same kind of consultation, coordination and collaboration that occurs as a part of the normal nomination process. Thus, every attempt should be made to use the normal nomination process where possible.

Requests for funding of new projects or acquisitions from the SARs must include all the documentation required for a nomination of any type under the normal process. In addition, the request should include a cover letter which explains the special circumstances that warrant consideration for funding from the Special Account Reserve. Requests are to be submitted to the SNPLMA Division. This office will coordinate the quick review of the SAR request by the pertinent Subgroup and the Partners Working Group. Requests that are recommended by the Working Group are then forwarded to the Executive Committee for consideration and recommendation to the Secretary for approval.

XIV. PRE-PROPOSAL PLANNING RESERVE

During each Round, the Secretary may be asked to approve a specific amount as a reserve to pay for Pre-Proposal Planning. The Pre-Proposal Planning reserve is intended to provide funds